STATEMENT OF RECEIPTS AND EXPENDITURES – FORM ED-45

INTRODUCTION

This form is provided by the Secretary of the State to assist Treasurers of Candidate, Party and Political Committees with the financial disclosure and reporting requirements of Connecticut's Campaign Finance Laws. It is also to be used by other entities required to file disclosure statements relating to expenditures advocating passage or defeat of a ballot question. Every effort has been made to anticipate problems and questions which commonly arise when completing and filing the Statement of Receipts and Expenditures. Treasurers must become familiar with this form and with the Campaign Finance Laws (Chapter 150 of the Connecticut General Statutes). Read all the instructions provided on this form before beginning. Complete each applicable section fully, providing all information requested in the section.

GENERAL INSTRUCTIONS:

HOW TO USE THIS FORM

- Type or print clearly all information requested. Please do not use pencil.
- Remove the staple from the upper left hand corner. Instructions for the Summary Page are provided on the back of this cover sheet. When you have completed the form re-attach all pages except this cover sheet, which you may discard. Instructions for all sections are on the back of the previous page. When you detach the pages, the instructions for each section will be opposite that section.
- All treasurers are urged to use the instructions provided on this form in conjunction with the Campaign Finance Laws (Chapter 150 of the Connecticut General Statutes). Treasurers should not rely solely on information provided in the instructions of this form in attempting to interpret any provisions of the Campaign Finance Laws. All such questions should be directed to the State Elections Enforcement Commission at (860) 566-1776 or (866)-SEEC-INFO (Toll Free). Instructions are provided here only to give guidance and assistance.
- If you have previously completed only the ED-46, Exemption from Itemized Reporting, you must show all activity since the last filed ED-45 Statement of Receipts and Expenditures through this period (or from inception of campaign, in the case of candidate committees).

WHERE TO FILE?

With Secretary of the State ONLY, (Campaign Finance Section, 30 Trinity Street, P.O. Box 150470, Hartford, CT 06115-0470) if you are filing on behalf of:

- Candidate Committees for the office of Governor, Lt. Governor, Secretary of the State, Treasurer, Comptroller, Attorney General, State Senator, State Representative, Judge of Probate, and a Political Committee of a Candidate for an Undetermined Office, which includes any of the above offices (exploratory committee).
- Political Committees organized for ongoing political activities and which contribute to any candidate noted above.
- Political Committees established for a single election or primary to support or defeat any candidate or candidates for an office noted above, or a political party.
- Political Committees established to support or defeat any constitutional amendment.
- State Central Committees.

With a Town Clerk ONLY, if you are filing on behalf of:

- Candidate Committees for election to a municipal office (Mayor, Councilman, etc.), any candidate in a primary for the position of Town Committee member.
- Political Committees formed for a single election or primary of a slate of municipal candidates.
- Political Committees formed solely to promote the success or defeat of a ballot question to be voted upon only by the electors of a single municipality.
- Political Committees formed solely to promote the success or defeat of a ballot question to be voted upon in two or more municipalities must file with the Town Clerk in each of the municipalities involved.
- Political Committees organized for ongoing political activities which contribute, make expenditures, or intend to contribute or make expenditures exclusively for municipal candidates and/or referenda.
- Political Committees formed for a candidate for undetermined office in which the offices considered are exclusively municipal.

With the Secretary of the State AND a Town Clerk, if you are filing on behalf of:

- A slate of candidates for the office of Justice of the Peace.
- Town Committees (Original with Secretary of the State. Copy of the report with Town Clerk.)

WHEN TO FILE?

Statements must be delivered by hand to the office of the proper authority (Secretary of the State or Town Clerk) before 4:30 p.m. or postmarked before midnight of the required filing day.

LATE FILING PENALTY

A late filing penalty fee of $100 is charged for reports filed late for any reason. The fee is the personal liability of the treasurer and cannot be paid from committee funds. In addition, if a late report is not filed within 21 days after notification of a missed filing date, the treasurer may be liable for a fine of not more than $2000, or imprisonment for not more than one year or both (Sec. 9-333y, C.G.S.).

RECORD KEEPING

Treasurer must also keep internal records to substantiate each entry on the statement. Records must be maintained for four years from the date of the statement. Treasurer should maintain copies of all statements filed and must provide a copy of each to the chairperson or candidate, as appropriate.

SUMMARY PAGE INSTRUCTIONS

SECTION 1.

- Name of Committee (in full) – provide the full name of the committee. Acronyms, if applicable, should be placed in parenthesis following the committee's name in full.
- Name of Treasurer – provide the full name of the committee treasurer. Be sure to check the box provided if the name of the treasurer has changed since the last report.
- Address of Committee Treasurer – provide the complete address of the treasurer, or the permanent address of the committee if it is different from the treasurer's. This information is important for committee treasurers to complete in order to receive important notices. Be sure to check the box provided if the address is different than previously reported.

SECTION 2.

- Name of Candidate – this section is to be completed by Candidate Committees, and Political Committees of a Candidate for Undetermined Office (exploratory committee). Provide the candidate's full name.
- Office Sought – this section is to be completed by Candidate Committee (s) only. Provide the office sought.
- District Number – this section is to be completed by Candidate Committees only. If applicable, provide the district number of the office sought.

SECTION 3.

- Enter the date the report is due and enter the period covered by this report. If the due date falls on a Saturday, Sunday or legal holiday, it is due on the next business day. If you have previously completed only the ED-46, Exemption from Itemized Reporting, you must show all activity since the last filed ED-45, Statement of Receipts and Expenditures, through the close of this period (or from inception or creation of committee if no ED-45 has previously been filed).

SECTION 4.

- Primary, Election and Referendum (date) – Candidate Committees and Political Committees organized for a Single Primary, Election or Referendum, must provide the date of the Primary, Election or Referendum for which they were organized.
- (a) All committees, except State Central Committees (which file on separate dates), must complete subsection (a). Provide the full date or year on the line checked.
- (b) Only State Central Committees must complete subsection (b). Provide the year on the line checked.
- (c) All Committees must check one of these boxes when appropriate.

LINES 5–14

Line 5. In Column B enter the balance on hand at the beginning of the calendar year for Party Committees and Political Committees organized for ongoing political activities. This figure must be correct for the committee's aggregate activities to be accurately reported. Note: Candidate and durational political committees should report a balance of zero.

Line 6. In Column A enter balance on hand at the beginning of the reporting period. Balance should correspond with the balance on hand at the end of the previous report or $0 if this is the first report filed by the committee. Include total balance from the both the single designated checking account and any other investment accounts.

Line 7a. In Column A enter the total sum of Sections A and B of this report. Bring the total forward from the Receipts Worksheet on page 5. In column B enter the total for the calendar year, if ongoing or a party committee, or the total since the committee's establishment for candidate committees and durational political committees. To arrive at this figure, add all Line 7a Column A totals for the year or campaign, whichever is applicable, from previous reports and this report; or add Line 7a Column B from the immediately preceding report and the total of Line 7a Column A of this report.

Line 7b. In Column A enter the total of Section C of this report. In Column B, enter the total for the calendar year, if ongoing or party committee, or the total since the committee's establishment for candidate and durational political committees. To arrive at this figure, add Line 7b Column B from the immediately preceding report and the total of Line 7b Column A of this report.

Line 7C. In Column A enter the total of sections D-K of this report: bring the total forward from the Monetary Receipts Worksheet on page 5. In Column B enter the total for the calendar year if ongoing or a party committee, or the total since the committee's establishment for candidate and durational political committees. To arrive at this figure, add Line 7c Column B from the immediately preceding report and the total of Line 7c Column A of this report.

Line 7D. For both Column A and Column B add Line 7a, 7b and 7c. (monetary receipts only).

Line 8. In Column A add Line 6 and Line 7d.
In Column B add Line 5 and Line 7d.

Line 9. In Column A enter the total of Section N of this report. In Column B enter the total for the calendar year, if ongoing or a party committee, or the total since the committee's establishment for candidate committees and durational political committees. To arrive at this figure, add Line 9 Column B from the immediately preceding report and the total of the Line 9 Column A of this report.

Line 10. For both Column A and Column B subtract Line 9 from Line 8.

Line 11. In Column A enter the total of Section M of this report.
In Column B enter the total for the calendar year, if ongoing or a party committee, or the total since the committee's establishment for candidate committees and durational political committees. To arrive at this figure, add Line 11 Column B from the immediately preceding report and the total of Line 11 Column A of this report.

Line 12. In Column A enter the total expenses incurred but not paid during the period covered by this report. If candidate forgives an expense incurred but not paid owed to the candidate (by the candidate's own candidate committee) explain on this line. Keep internal records of the transaction.
In Column B list the total of all unpaid expenses that are still outstanding.

Line 13. Enter the total expenses paid by the candidate from Section P.

Line 14. Enter the total amount of loans yet to be paid (principal plus interest). If candidate forgives loan to own candidate committee, explain on this line. Keep internal records of this transaction.

This form should be signed by the treasurer or deputy treasurer who prepared the report; followed by that person's printed or typed name and the date completed.

OFFICE OF THE SECRETARY OF THE STATE

ED-45 REV 07/05

STATEMENT OF RECEIPTS AND EXPENDITURES

SUMMARY PAGE

1. NAME OF COMMITTEE *(In Full)*

NAME OF TREASURER

☐ *(Check if treasurer has changed since last report)*

ADDRESS OF TREASURER *(No., Street, Town, State, ZIP Code)*

☐ Check if address different than previously reported.

2. NAME OF CANDIDATE *(See instructions)*

OFFICE SOUGHT *(If applicable)* DISTRICT NO. *(If appl.)*

PRIMARY, ELECTION, REFERENDUM *(Date)*

3. FILING DUE DATE: ______________.

PERIOD COVERED ____________ THROUGH ____________.

4. TYPE OF REPORT *(Check or fill all appropriate boxes)*

(a)

☐ January 10, 20 ____. Filing Date
☐ April 10, 20 ____. Filing Date
☐ July 10, 20 ____. Filing Date
☐ October 10, 20 ____. Filing Date
☐ 7th day preceding Primary on ______________.
☐ Within 30 days following Primary on ______________.
☐ 7th day preceding Election or Referendum on ______________.
☐ Within 45 days following Election or Ref. on ______________.
☐ Surplus Distribution Report
☐ Deficit Report

(b) State Central Committees Only

☐ January 10, 20 ____.
☐ April 10, 20 ____.
☐ July 10, 20 ____.
☐ 12th day preceding Election on ______________.

(c)

☐ Amendment to previous report filed ______________.
☐ Termination Report

	COLUMN A THIS PERIOD	COLUMN B AGGREGATE
5. Balance on hand January 1, 20 ___ for Ongoing and Party committees OR the Balance on hand from the day the Committee was formed for all other committees		(5)
6. Balance on hand at the beginning of Reporting Period	(6)	
7a. Contributions received from Individuals (Sections A and B)	(7a)	
7b. Contributions and reimbursements received from Other Committees (Section C)	(7b)	
7c. Other monetary receipts (Sections D-K)	(7c)	
7d. Total monetary receipts (add totals in lines 7a, 7b, and 7c for total receipts)	(7d)	
8. Subtotals (add totals in lines 6, and 7d for Column A, and add totals in lines 5 and 7d for Column B)	(8)	
9. Expenditures (Section N)	(9)	
10. Balance on hand at close of Reporting Period (subtract line 9 from 8)	(10)	
11. In-Kind Contributions Received (Section M)	(11)	
12. Expenses incurred but not paid to date (Section O)	(12)	
13. Candidate's payment of expenses (Section P)	(13)	
14. Loans outstanding (total: principal and interest due)	(14)	

I do hereby swear, under penalty of false statement, that I make this statement in accordance with the requirements of Chapter 150 of the Connecticut General Statutes, that this is a complete itemized statement which contains all of the information required by Chapter 150, for the period shown above, and that I have provided a copy thereof to the candidate or chairman.

______________________________	______________________________	_____/_____/_____
Signature of Treasurer or Deputy Treasurer	**Print or Type name of Preparer**	**Date**

PENALTY FOR FALSE STATEMENT IS PUNISHABLE BY FINE NOT TO EXCEED $1000.00, OR IMPRISONMENT FOR NOT MORE THAN ONE YEAR, OR BOTH.

SECTION A. TOTAL CONTRIBUTIONS FROM SMALL CONTRIBUTORS – THIS PERIOD ONLY

Enter in this section the total amount received from small contributors for the period covered by this report. A small contributor is an individual who has contributed, in cash or check, in total less than $30 in the aggregate.

- If the committee filing the report is a Party Committee (Town Committees and State Central Committees) or a Political Committee organized for ongoing political activities, the aggregate includes all contributions received by the committee from an individual during the current calendar year.
- If the Committee filing the report is a Candidate Committee or Political Committee organized for a single primary, election or referendum, the aggregate includes all contributions received by the committee from an individual from the day the committee was formed through the closing date of this report.

EXAMPLE A: John Doe contributed $10 in a previous period and contributed $10 during the period covered by this report. Thus John Doe has contributed $20 in the aggregate. The $10 contributed in the period covered by this report is included in the total reported in Section A.

EXAMPLE B: John Doe contributed $10 in a previous period and contributed $25 during the period covered by this report. John Doe has now contributed $35 in the aggregate to the committee. The contribution of $25 in the period covered by this report cannot be added to the total reported in Section A. The $25 must be reported in Section B of this report. The $25 contributed in the period covered by this report, when added to the previously contributed $10 shows that John Doe has contributed an aggregate of $35. Since this is over $30, John Doe can no longer be considered a small contributor, and his contribution to the committee must be fully disclosed in Section B of this report, including full name and address, with the amount contributed during the period covered by this report and the aggregate amount contributed.

Place the total in the box provided at the bottom right corner of Section A; enter the amount on the Monetary Receipts Worksheet on page 5.

SECTION B. CONTRIBUTIONS FROM INDIVIDUALS OVER $30 IN THE AGGREGATE

In this section list all the monetary contributions received from individuals whose contributions to the committee are over $30 in the aggregate.

- If the committee filing the report is a Party Committee (Town Committee and State Central Committees) or Political Committee organized for ongoing political activities, the aggregate includes all contributions received by the committee from an individual during the current calendar year.
- If the committee filing the report is a Candidate Committee or Political Committee organized for a single primary, election or referendum, the aggregate includes all contributions received by the committee from an individual from the day the committee was formed through the closing date of this report.

List each individual contributor separately with their full name and complete address. This must be the residence address (business or Post Office Box are not acceptable). Provide the amount of the contribution received within the period covered by this report, the date received and the aggregate total of contributions received by the committee from the individual. Each contribution received from the contributor should be listed as a separate entry. Mark each contribution as either cash, check, credit card or other. Check the box "other" if the contribution is made in any of the following forms: money order, bank or cashier's check.

If the contributor is a lobbyist, the spouse or dependent child of lobbyist , the appropriate box must be checked.

Minor Children (under age 16) are prohibited from making contributions in excess of $30 in the aggregate to any committee.

Example: John Doe contributed $10 in a previous period and made a single contribution of $25 during the period covered by this report. John Doe has now contributed $35 in the aggregate to the Committee. John Doe's contribution will be listed as follow:

John Doe	Amt. Of Contribution	Aggregate
1 Main St.	$25	$35
Our Town, CT.		

As the contribution information which must be disclosed depends on the amount of the contribution, please refer to the chart below to determine the permissible method of payment and the information which must be disclosed.

AMOUNT OF AGGREGATE CONTRIBUTION(S) BY TYPE	PERMISSIBLE METHOD OF PAYMENT	INFORMATION THAT IS REQUIRED FROM INDIVIDUAL CONTRIBUTOR	FROM AN INDIVIDUAL UNDER 16
$0 - $30.00	Cash, any bank instrument or credit card	Name and Address (if applicable)	Yes
$30.01 - $100.00	Cash, any bank instrument or credit card	Name, Address and Lobbyist Status (if applicable)	No
$100.01 - $1,000.00	Personal check or credit card	Name, Address, Lobbyist Status, (if applicable) Principal Occupation and Employer	No
$1000.01 or more	Personal check or credit card	Name, Address, Lobbyist Status, (if applicable)Principal Occupation, Employer, and a statement indicating whether the contributor or any business associated with contributor has a contract for more than $5,000.00 with the State	No
$400.01 or more for C.E.O. of Town Candidate only	Personal check or credit card	Name, Address, Lobbyist Status, (if applicable)Principal Occupation, Employer, and a statement indicating whether the contributor or any business associated with contributor has a contract for more than $5,000.00 with the Town	No

How to figure Section B subtotal:
- Add the amounts received this period
- Remember: do not add aggregate amounts

Enter the "Total of all Section B Pages" on the Monetary Receipts Worksheet on Page 6.

RECEIPTS

(Committee Receipts are disclosed in sections A–K of this form)

A. Total contributions from small contributors - Received this Period Only
(Small contributors are those whose total monetary contributions for all periods have not exceeded $30)

Subtotal Section A | $

B. Contributions from individuals over $30 in the Aggregate (SEE INSTRUCTIONS FOR WHAT INFORMATION MUST BE DISCLOSED)

FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	
FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	
FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	
FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	
FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	
FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	
FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION NAME OF EMPLOYER	☐ Cash ☐ Personal Check ☐ Credit Card ☐ Other	Date Rec'd. Amt. of Contribution $
Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	Aggregate $	

Subtotal Section B - This Page | $

Total of all Section B Pages (enter this amount on the Monetary Receipts Worksheet on Page 6) | $

SECTION C. CONTRIBUTIONS AND REIMBURSEMENTS FROM OTHER COMMITTEES OR CONTRIBUTIONS FROM PERSONS OTHER THAN INDIVIDUALS

In this section list all monetary contributions and reimbursements received from all other committees. List each committee separately with the committee's full name and complete address and the treasurer's name, each amount received from the other committee within the period covered by this report, identify whether the amount is a contribution or a reimbursement, the date of receipt, and the aggregate total of contributions received from the other committee. Each contribution received from a contributor should be listed as a separate entry. Use the treasurer's address if the committee does not have its own address.

- If the filer is Party Committee or a Political Committee organized for ongoing Political Activities, the aggregate includes all contributions and reimbursements received from another committee during the current calendar year.
- If the filer is a Candidate Committee or Political Committee organized for a single primary, election or referendum, the aggregate includes all contributions and reimbursements received from another committee from the day the filing committee was formed through the closing date of this report.

Only monetary receipts are to be reported in this section. In-kind contributions are to be reported in Section M. State law prohibits or limits certain contributions between committees, please refer to Chapter 150 of the Connecticut General Statutes for the applicable prohibitions or limitations.

In the case of committees formed for ballot question enter contributions from other entities in this section.

NOTE: Candidate Committees must reimburse other Candidates Committees for their pro-rata share of expenditures. Otherwise, the failure to reimburse would be considered a prohibited contribution.

How to figure the Section C subtotal:

- Add the amounts received this period. Remember: do not add aggregate amounts.
- Enter the "Total of all section C pages" on line 7B, Column A of summary page.

SECTION D. ANONYMOUS CONTRIBUTIONS

In this section list all anonymous contributions of $15 or less. List the amount received by the denominations they were received in: singles, twos, fives, tens. No contributor can request anonymity. An anonymous contribution is given without the contributor present and with no information about the contributor known or provided.

EXAMPLE: Two anonymous contributions of $15 are the only anonymous contributions received by the committee during the period covered by the report. They are received as two ten dollar bills and two five dollar bills. The completed section should like this:

$1 bills		
$2 bills		
$5 bills	x 2 bills =	$10
$10 bills	x 2 bills =	$20
	Subtotal Section D =	$30

NOTE: Next to the denomination of the bill, place the dollar amount of the bill(s) received, not the number of bills received. Anonymous contributions received from a single source which exceed $15 are prohibited. In accordance with the state law, any anonymous contributions in excess of $15 which is received from a single source must be immediately remitted in its entirety to the State Treasurer (55 Elm Street, Hartford, Connecticut) for deposit into the General Fund. Do not process the money through the Committee's account, and do not disclose the money remitted to the state on this form. Enter the total on the Monetary Receipts Worksheet on page 6.

SECTION E. AMOUNT TRANSFERRED FROM BUSINESS TREASURY

This section applies only to Political Committees established by corporations and other business entities. In general, corporations, partnerships, and business entities are prohibited from making contributions to any committee, but they may transfer funds to their affiliated committees (committees established by corporate or business entities) to defray the administration or solicitation costs of operating the committee. List the total amount received for the period only. Enter this amount on the Monetary Receipts Worksheet on page 6.

SECTION F. AMOUNT TRANSFERRED FROM PARENT ORGANIZATION

This section applies only to Political Committees established by organizations (Labor Unions, Certain Trade and Professional Associations). List the total received for the period covered by this report only. This represents the amount received from the treasury of the parent organization. Enter this amount on the Monetary Receipts Worksheet on page 6.

SECTION G. PERSONAL FUNDS OF THE CANDIDATE RECEIVED THIS PERIOD

This section applies only to Candidate Committees, and Political Committees of Candidates for Undetermined Office. NOTE: A candidate for undetermined office may not donate or loan more than $250 to the political committee. Record the total amount of monies given by the candidate to the committee for the period covered by this report. Enter only those funds for which no repayment is expected. (A candidate's loan to his campaign is not included in this section). Contributions received from the candidate's immediate family are subject to the individual contribution limitations and are not reported here. Enter this amount on the Monetary Receipts Worksheet on page 6.

SECTION H. INTEREST FROM DEPOSITS IN AUTHORIZED ACCOUNTS

Enter the total amount of interest received for the period covered by this report. Although a committee may have only a single designated checking account, monies may be withdrawn from this account and placed into other investment accounts to earn interest. No contributions can be deposited directly into these investment accounts, nor can expenditures be made from such accounts. All monies, including interest, must be returned to the checking account before they may be utilized to pay committee expenditures. Enter this amount on the Monetary Receipts Worksheet on page 6.

NOTE: Monies in these other accounts must still be reported as part of the balance on hand for the committee. **The transfers between accounts are not disclosed in these reports.**

SECTION I. LOANS RECEIVED THIS PERIOD

In this section list all loans received during the period covered by this report. Include the name and address of the financial institution, committee or individual who made the loan, and each cosigner (s) or guarantor (s) of the loan and the principal amount received. Internal recordkeeping of loans is very important. Loans received from individuals and committees are considered contributions from the individual and committee until the loan is repaid. Candidates may make unlimited loans to their Candidate Committee, which must be reported here. A candidate for undetermined office may not loan more than $250 to his political committee. All loans received by the committee, regardless of the source, must be supported by signed documentation explaining the terms of the loan. This documentation must be retained by the campaign treasurer as part of the internal records of the committee. Enter this amount on the Monetary Receipts Worksheet on page 6.

SECTION J. MISCELLANEOUS MONETARY RECEIPTS NOT CONSIDERED CONTRIBUTIONS

Enter in this section the total of all miscellaneous monetary receipts received by the committee for the period covered by this report. Examples of miscellaneous receipts not considered contributions include credits, rebates and refunds. Enter this amount on the Monetary Receipts Worksheet on page 6.

NOTE: This section should not be used to adjust figures or contributions which were incorrectly reported in previous reports. Do no use this section to report reimbursements from other committees (See Section C) or fundraising event receipts not considered contributions which are reported in Section K.

C. Contributions and Reimbursements From Other Committees Or Contributions From Persons Other Than Individuals
(Identify each reimbursement - see Instructions)

Name and Address of Committee, Treasurer's Name			
	☐ Contribution ☐ Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐ Contribution ☐ Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐ Contribution ☐ Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐ Contribution ☐ Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.

Subtotal Section C - This Page ______

Total of all Section C Pages
(enter this amount on Line 7b Column A on the Summary Page) ______

D. Anonymous Contributions

Specify the dollar amount of the bills received

$ 1 bills ______
$ 2 bills ______
$ 5 bills ______
$10 bills ______
coins ______

Anonymous Contributions
over $15 Prohibited!

Subtotal Section D $

E. Amount Transferred from Corporate or Business Treasury

Subtotal Section E $

F. Amount Transferred from Parent Organizations

Subtotal Section F $

G. Personal funds of the Candidate Received this Period

Subtotal Section G $

H. Interest from Deposits in Authorized Accounts

Subtotal Section H $

I. Loans Received This Period

Creditor's Full Name, Complete Address

$ ______
Amount Received

Cosigner/Guarantor, Complete Address

Creditor's Full Name, Complete Address

$ ______
Amount Received

Cosigner/Guarantor, Full Name, Complete Address

Subtotal Section I $

J. Miscellaneous Monetary Receipts not Considered Contributions (Specify source when over $100)

Subtotal Section J $

SECTION K. FUNDRAISING EVENTS

Do not enter fundraising receipts that are considered contributions in this Section. Contributions are to be reported in Sections B and C of this Form.

A "fundraising affair" is a political gathering sponsored by a committee for which it charges an attendance fee, or is a tag sale or auction to sell items to the committee's invited guests.

There are four parts to Section K as follows:

(1) Fundraising Affair Description. Enter a specific description of each fundraising affair held during the period by listing, the date, location, description and ticket price, if any.

(2) Gross Proceeds by Category for each Fundraising Affair (not considered contributions) Report the total monetary receipts for each fundraising affair that are not considered contributions. The receipts must be separated to show:

a.) Purchases of advertising space in a program booklet for a fundraising affair provided that the cost of the space does not exceed $250, if the purchaser is a business entity, or $50, if the purchaser is an individual or other entity.

b.) The total dollar amount of items purchased by individuals that are not considered contributions (i.e. purchase of item(s) at a tag sale or auction in which the total purchase price of all items purchased does not exceed $50 to any one individual).

c.) Enter the aggregate purchases of food or beverage received by a town committee from individuals at a town or county fair held in Connecticut, provided that the sale to any one individual does not exceed fifty dollars.

(3) Purchase of Advertising Space in Program Books Not Considered Contributions. For each purchase of exempt advertising space enter the name and address of the individual or entity, the amount of advertisement purchased, the date received, and the event to which it relates.

Total Section K Add totals for each event reported in subsection (2) and enter grand total in box at bottom of page. Enter this total on the Monetary Receipts Worksheet on page 6.

Instructions for **K(4) In-Kind Donations Not Considered Contributions** are on next page of instructions.

K. Fundraising Affairs (Please see instructions)

(1) Fundraising Affair Description

#1 ______________________ Date Location Type of Event Ticket Price (if applicable)	#3 ______________________ Date Location Type of Event Ticket Price (if applicable)
#2 ______________________ Date Location Type of Event Ticket Price (if applicable)	#4 ______________________ Date Location Type of Event Ticket Price (if applicable)

(2) Gross proceeds by each category for each Fundraising Affair (<u>not considered contributions</u>)
(See Section 9-333b (b), C.G.S.)

#1 Program book purchases .... $______ Other Purchases not considered contributions .. $______ Food & Beverage Receipt at Fair (Town Committee Only) .... $______ Total Event #1 .... $______	#3 Program book purchases .... $______ Other Purchases not considered contributions .. $______ Food & Beverage Receipt at Fair (Town Committee Only) .... $______ Total Event #3 .... $______
#2 Program book purchases .... $______ Other Purchases not considered contributions .. $______ Food & Beverage Receipt at Fair (Town Committee Only) .... $______ Total Event #2 .... $______	#4 Program book purchases .... $______ Other Purchases not considered contributions .. $______ Food & Beverage Receipt at Fair (Town Committee Only) .... $______ Total Event #4 .... $______

(3) Purchase of Advertising Space in Program Book(s) <u>Not</u> Considered Contributions

Name and Address	Date Rec'd.	Amount of Ad	Event #	Name and Address	Date Rec'd.	Amount of Ad	Event #
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	

Total Section K
(Monetary Receipts <u>not</u> considered contributions) $

(4) In-Kind Donations Not Considered Contributions Report the value and description of in-kind items donated in connection with a committee's fund-raising affair and therefore not considered contributions. These include:

- Invitations, food or beverages voluntarily provided by an individual for a fund-raising affair held at the individual's residence (CGS Sec. 9-333b(b)(5)). Such items are valued at their cost to the individual. This exclusion applies to individuals, therefore, spouses should be reported as separate donors;

- The value of an individual's personal property donated by the individual (CGS Sec. 9-333b(b)(9)), and;

- The value of goods or services donated by a business entity, provided that the business sells the goods or services as part of its business (i.e.-a package store can donate bottle of wine but a law firm may not) (CGS Sec. 9-333b(b)(12)).

Committee Name: ______________________________ Filing Due Date: ______/______/______

K(4) In-Kind Donations Not Considered Contributions **(Do Not Enter on Summary Page)**

Name and Address	Event #	Description of Donation*	Donation Value	Aggregate Value

*invitations; *food; *beverages
*items of personal property - list separately
*business goods or services - list separately

MONETARY RECEIPTS WORKSHEET

This worksheet should be used to organize the amounts required to be reported on the summary page.

Place subtotals from each receipt section on the appropriate lines.

Contributions Received from Individuals
- Add subtotals of Sections A and B
- Place this total on line 7a Column A of the summary page

Contributions Received from Committees
- Place this total on line 7b Column A of the summary page

Other Monetary Receipts
- Add the subtotals of Sections D through K
- Place this total on line 7c Column A of the summary page

SECTION L. REFUNDABLE DEPOSITS TO A TELEPHONE COMPANY FOR TELECOMMUNICATIONS SERVICES

In this section report the name and address, and all other required information, of any **individual** who has advanced a refundable security deposit to a telephone company, as defined in section 16-1, General Statutes, for telecommunications services for the committee. If the deposit is non-refundable, it is a contribution which must be itemized in Section M.

SECTION M. IN-KIND CONTRIBUTIONS

In this section list individually all non-monetary contributions received by the committee during the period covered by this report. Anything of value donated to a committee is considered a contribution unless it is specifically exempt by Statute. List the name of the contributor (individual, committee or other entity) along with a complete address. Provide a description of the in-kind contribution, the estimated value of the contribution, the date it was received, and the aggregate value of in-kind contributions received from this contributor.

If any contribution is received from any lobbyist, the spouse or dependent child of a lobbyist, the appropriate box must be checked.

The following is a partial list of exempted items which need not be reported in this section:

- Services provided without compensation by individuals volunteering their time.

- The use of real or personal property, and the cost of invitations, food and beverages, voluntarily provided by an individual to a candidate or on behalf of a State Central or Town Committee, in rendering voluntary personal services for candidate or party related activities on the individual's residential premises, to the extent that the cumulative value of such invitations, food and beverages provided by such individual on behalf of any single candidate for nomination or election does not exceed two hundred dollars with respect to any single election, and on behalf of all State Central or Town Committees does not exceed four hundred dollars in any calendar year.

- Any unreimbursed payment for travel expenses made by an individual who volunteers his personal services to any single candidate for nomination or election to the extent that the cumulative value does not exceed two hundred dollars with respect to any single election, and on behalf of all State Central or Town Committees does not exceed four hundred dollars in a calendar year.

- The payment by a Party Committee, Political Committee or individuals of the costs of preparation, display, mailing or other distribution incurred by such committee or individual with respect to any printed slate card, sample ballot or other printed list containing the names of three or more candidates for nomination or election.

- The donation of any item of personal property by an individual to a committee for a fundraising affair, including a tag sale or auction, to the extent that the cumulative value donated does not exceed fifty dollars.

This section should also be used by a Candidate Committee to report amounts spent by a Town Committee or Political Committee on behalf of the candidate (Headquarter rental, postage, advertising, paid staff, fundraising expenses, etc.)

MONETARY RECEIPTS WORKSHEET

Contributions Received from Individuals

- Contributions from Small Contributors (Subtotal Section A) .... ________
- Contributions from Individuals (Subtotal Section B) .... ________

\+

Total Section A&B (Enter on Line 7a Column A) $

Contributions and Reimbursements Received from other Committees

Total Section C (Enter on Line 7b Column A) $

Other Monetary Receipts

- Anonymous Contributions (Subtotal Section D) .... ________
- Amount Transferred from Business Entity (Subtotal Section E) .... ________
- Amount Transferred from Parent Organization (Subtotal Section F) .... ________
- Personal Funds of the Candidate (Subtotal Section G) .... ________
- Interest from Deposits (Subtotal Section H) .... ________
- Loans Received this Period (Subtotal Section I) .... ________
- Miscellaneous Monetary Receipts (Subtotal Section J) .... ________
- Receipts from Fundraisers not considered Contributions (Subtotal Section K) .... ________

\+

Total Section D-K (Enter on Line 7c Column A) $

L. Refundable Deposit to Telephone Company

NOTE: THIS SECTION REFERS ONLY TO DEPOSITS BY INDIVIDUALS FROM PERSONAL FUNDS TO BENEFIT THE COMMITTEE, NOT DEPOSITS MADE BY THE COMMITTEE

Name & Address of Individual Advancing Deposit

☐ Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent

Subtotal Section L $

Amount of Deposit $

Date Deposit Made

(This section will not be entered on the summary page)

M. In-Kind Contributions

Full Name, Complete Address	Description of In-Kind Contribution	Date Received	Estimated Value Aggregate Contribution	Estimated Value of this Contribution
Full Name, Complete Address Is Contributor a: ☐ Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent			$	$
Full Name, Complete Address Is Contributor a: ☐ Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent				
Full Name, Complete Address Is Contributor a: ☐ Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent				
Full Name, Complete Address Is Contributor a: ☐ Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent				

Subtotal Section M (Enter on Line 11, Column A) $

SECTION N. EXPENDITURES

In this Section list all expenditures from the committee's single checking account during the period covered by the report, including loan payments.

Enter the name and address of the payee of the check (sometimes referred to as the principal payee) in Column 1. This column also serves, where applicable, to identify the name and address of any secondary payee in those instances where an allocable portion of the amount paid to the principal payee has been, or will be, paid by the principal payee to another person. This typically arises when the committee makes credit card payments, reimbursements to committee workers or payments to professional consultants. See expenditure code definition "SP" (Secondary Payee), for additional information.

Enter the specific purpose of the expenditure in Column 2 by reference to one of the expenditure codes.

Complete Column 3 (Secondary Payee Amount) if any portion of the expenditure was, or will be, paid by the principal payee to another person. These secondary payment amounts are listed in Column 3.

Enter in Column 4 (Candidate(s) Supported or Opposed), the name and office sought by each candidate supported or opposed by the committee's particular expenditure. If the expenditure benefits two or more candidates and does not evenly benefit them, then a dollar amount benefiting each candidate must be specified next to the candidate's name. Column 4 need not be completed when a candidate or exploratory committee makes an expenditure solely to support its candidate.

Column 5 is to be completed when there has been an entry in Column 4. Column 5 need not be completed when a committee that is the authorized funding vehicle of a candidate or a slate of candidates makes an expenditure solely to support its candidate(s). In Column 5 check on of the three boxes entitled: "In –Kind Cntrb." (In-Kind Contribution), "Ind. Exp." (Independent Expenditure) or "Reimb. Claimed" (Reimbursement claimed). "Independent Expenditure" means an expenditure that is made without the consent, knowing participation or consultation of the candidate so supported or opposed, or an agent of such candidate's committee. If this expenditure is an independent expenditure then check the "Ind. Exp." box. If the expenditure <u>is</u> made with the consent, knowing participation or consultation of any candidate or agent of any candidate and without reimbursement being claimed from the benefiting committee, then check the "In-Kind Cntrb." box. If reimbursement has been claimed from the committee that benefited by the expenditure then check the "Reimb. Claimed" box. NOTE: An In-Kind Contribution counts towards the limitation, if any, imposed by law on contributions by the expending committee.

Column 6 (Check Number) and Column 7 (Date of Check) must also be completed. Column 8 ("Amount") is to be completed only when an actual check is issued by the treasurer. Put "DC" for debit card use in Column 6.

<u>THE COMPLETE LIST OF EXPENDITURE CODES AND DEFINITIONS IS IN THE FINAL PAGE OF THIS FORM.</u>

How to figure the Section N Subtotal:

- Add the amount columns to arrive at the subtotal of Section N for all pages, then total them in "Total of all Section N Pages."
- Place the "total of all Sections N Pages" on line 9 Column A of the summary page (include amounts on extra pages).

NOTE: NO EXPENDITURE IS PERMITTED TO COMPENSATE A CANDIDATE, HIS OR HER SPOUSE OR DEPENDENT CHILD FOR PERSONAL SERVICES TO THE COMMITTEE.

NOTE: NO CANDIDATE OR EXPLORATORY COMMITTEE MAY MAKE AN EXPENDITURE FOR THE PERSONAL USE OF THE CANDIDATE OR HIS IMMEDIATE FAMILY. "PERSONAL USE" MEANS ANY EXPENSE TO DEFRAY NORMAL LIVING EXPENSES.

Committee Name: ______________________________ Filing Due Date: _____/_____/_____

N. Expenditures (Paid by Committee) 1	2	3	4	5	6	7	8
Name, Address of Payee	Purpose of Expenditure (by Code)	Secondary Payee Amount (if any)	Candidate(s) supported or opposed (if applicable)	☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed	Check Number	Date (MM/DD/YYYY)	Amount
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			

Subtotal Section N - This Page $

Total of all Section N Pages
(enter this amount on Line 9 Column A on the Summary Page) $

SECTION O. EXPENSES INCURRED DURING THIS PERIOD BUT NOT PAID

In this section list individually each expense incurred by the committee during the period covered by this report, which has not been paid as of the cut-off date of this statement. For each expense, report the full name and complete address of the obligee (the person to whom the expense is owed; this could include the candidate, a committee worker, a vendor or a bank), the appropriate expenditure code, the date the expense was incurred, and the amount owed (or an estimate of the amount owed). If the amount owed is different from the total of the expense incurred, provide the amount owed only.

THE COMPLETE LIST OF EXPENDITURE CODES AND DEFINITIONS IS ON THE FINAL PAGE OF THIS FORM.

EXAMPLE: Candidate Committee for John Doe has printing done by the ABC Printing Co. John Doe's Candidate Committee received the materials with a bill for $150 and a payment is due after the close of the reporting period covered by this report.

- If the bill will not be paid until the bill's due date, the printing is deemed an expense incurred but not paid during the period. It would be reported as follows:

ABC Printing Co.	P	MM/DD/YY	$150

- If a portion of the bill, say $50, is paid upon receipt of the items, which falls in the period covered by this report, the expense incurred is still not paid in full and thus is an expense incurred during the period but not paid. It would be reported as follows:

ABC Printing Co.	P	MM/DD/YY	$100

- The $50 paid will be reported as an expenditure in Section N of this Report.

How to figure the subtotal:

- Add the amount column to arrive at the subtotal of Section O, and enter on line 12 Column A on the summary page.
- Provide the subtotal of previously reported expenses incurred but not paid (provide only amounts not paid from previous reports) in the box provided; add the subtotals, and place the subtotal of these amounts on line 12 Column B on the summary page.

Enter in Column 3 (Candidate (s) supported or Opposed), the name and office sought by each candidate supported or opposed by the committee's particular expense incurred but not paid. If the expense incurred but not paid benefits two or more candidates and does not evenly benefit them, then a dollar amount benefiting each candidate must be specified next to the candidate's name. Column 3 need not be completed when a candidate or exploratory committee makes an expense incurred but not paid solely to support its candidate.

Column 4 is to be completed when there has been an entry in Column 3. Column 4 needs not be completed when a committee is the authorized funding vehicle of a candidate or a slate of candidates makes an expense incurred but not paid solely to support its candidate(s). In Column 4 check one of the three boxes entitled: "In-Kind Cntrb." (In-Kind Contribution), "Ind. Exp." (Independent Expenditure) or "Reimb. Claimed" (Reimbursement Claimed). "Independent Expenditure" in the context of an expense incurred but not paid means it is made without the consent, knowing participation or consultation of the candidate so supported or opposed, or an agent of such candidate's committee. If this expense incurred but not paid is independent then check the "Ind. Exp." box. If the expense incurred but not paid is made with consent, knowing participation or consultation of any candidate or agent of any candidate and without reimbursement being claimed from the benefiting committee, then check the "In-Kind Cntrb," box. If reimbursement has been claimed from the committee that benefited by the expense incurred but not paid then check the "Reimb. Claimed" box. NOTE: An In-Kind Contribution counts towards the limitation, if any, imposed by law on contributions by the committee that incurred the expense.

O. Expenses Incurred During this Period but Not Paid

1 Name, Complete Address of Obligee	2 Expenditure Code	3 Candidate's Supported Or opposed (if applicable)	4 ☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed	5 Date (MM/DD/YYYY)	6 Amount Incurred (or Estimate of Amount Incurred) $
			☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed		
			☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed		
			☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed		
			☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed		
			☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed		
			☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed		

Subtotal Section O (Enter on line 12, Column A) $

Previously reported Unpaid Still Outstanding $

+

(Enter total on Line 12, Column B on Summary Page $

SECTION P. CAMPAIGN EXPENSES PAID BY CANDIDATE

This section applies only to Candidate and Exploratory Committees. As required by Section 9-333i(k), Connecticut General statutes, each candidate must submit an accounting of any campaign expense he paid directly from his own personal funds to the campaign treasurer by the close of the reporting period. Any campaign expense that has been made this period for which the candidate desires reimbursement this period or any future period must be included in the candidate's accounting and reported by the treasurer in this section. This accounting must include any item that is to be reimbursed as well as any unreimbursed expense of more than $50, except telephone calls, travel and meals

THE COMPLETE LIST OF EXPENDITURE CODES AND DEFINITIONS IS ON THE FINAL PAGE OF THIS FORM.

The treasurer must report the full name and complete address of each person the candidate has paid, the appropriate expenditure code, the date and amount of the payment. *Reimbursable expenses must be appropriately claimed by checking the corresponding box.*

If the treasurer actually reimburses the candidate for his expenses this period, the reimbursement must be reported in Section N in the same manner as any other expenditure of the committee. If reimbursement is not to be paid this period, the obligation to the candidate should be reported in Section O.

NOTE: A candidate may be reimbursed for any campaign related expense he paid from his own personal funds. However, a candidate may not be paid any compensation and cannot be reimbursed for items he would have otherwise have to pay (e.g. rent or mortgage on personal residence, groceries, clothing). Any questions should be directed to the State Elections Enforcement Commission.

P. Campaign Expenses Paid by Candidate (Candidate and Exploratory Committees Only)

Name, Complete Address of Payee	Purpose of Expenditure (By Code)	Is Reimbursement Claimed? (✔)	Date (MM/DD/YYYY)	Amount
		☐ YES ☐ NO		
		☐ YES ☐ NO		
		☐ YES ☐ NO		
		☐ YES ☐ NO		
		☐ YES ☐ NO		
		☐ YES ☐ NO		
		☐ YES ☐ NO		
		☐ YES ☐ NO		

Subtotal Section P
(Enter on line 13, Column A) $

EXTRA SECTION B PAGE(S)

A blank Section B page is provided for use when the standard space provided for Section B, Contributions from Individuals over $30 in the aggregate, is insufficient. The extra Section B page may be reproduced if more than one is required.

Provide the page number:

How to figure the subtotal:

- Add the amount column
- Add all the Section B pages together to arrive at the Subtotal for the Section.

EXTRA SECTION B PAGE(S)

Page ____________ of ____________

Committee Name: ____ Filing Due Date: ____/____/____

B. Contributions from individuals over $30 in the Aggregate (SEE INSTRUCTIONS FOR WHAT INFORMATION MUST BE DISCLOSED)

FULL NAME, COMPLETE ADDRESS	PRINCIPAL OCCUPATION / NAME OF EMPLOYER	Payment	Date / Amount
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $
FULL NAME, COMPLETE ADDRESS Is the Contributor a: Lobbyist ☐ Lobbyist Spouse ☐ Lobbyist Dependent ☐	PRINCIPAL OCCUPATION NAME OF EMPLOYER Does the contributor or business he/she is associated with have a contract valued at for more than $5,000? *(check appropriate box(s))* ☐State ☐Municipality ☐No	☐Cash ☐Personal Check ☐Credit Card ☐Other Aggregate $	Date Rec'd. Amt. of Contribution $

Subtotal Section B - This Page $

EXTRA SECTION C PAGE(S)

A blank Section C page is provided for use when the standard space provided for Section C, Contributions and Reimbursements From Other Committees Or Contributions From Persons Other Than Individuals, is insufficient. The extra Section C page may be reproduced if more than one is required.

Provide the page number:

How to figure the subtotal:

- Add the amounts received this period
- Add all the pages for Section C together to arrive at the "Total of all Section C Pages" on Page 3.

EXTRA SECTION C PAGE(S)

Page ________ of ________

Committee Name: ______________________________ Filing Due Date: ____/____/____

C. Contributions and Reimbursements From Other Committees Or Contributors From Persons Other Than Individuals
(Identify each reimbursement - see Instructions)

Name and Address of Committee, Treasurer's Name			
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.
	☐Contribution ☐Reimbursement	Date Rec'd. Aggregate $	Amt. Rec'd.

Subtotal Section C This Page $

EXTRA SECTION K (3) PAGE

A blank page is included for use when the standard space provided for Section K (3) is insufficient. The extra section K(3) page may be reproduced if more than one is required.

- Add all the pages for Section K together to arrive at the "Total Section K" on Page 4.

EXTRA SECTION K PAGE(S)

(3) Purchase of Advertising space in Program Booklets Not Considered Contributions

Name and Address	Date Rec'd.	Amount of Ad	Event #	Name and Address	Date Rec'd.	Amount of Ad	Event #
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	
		$ Aggregate to date $				$ Aggregate to date $	

EXTRA EXPENDITURE PAGE(S)

A blank expenditure page is provided for use when the standard space provided for Section N, Expenditures, is insufficient. The extra Expenditure page may be reproduced if more than one is required.

Provide the page number:

How to figure the subtotal:

- Add the amount columns

- Add all the pages for Section N together to arrive at the "Total of all Section N Pages" on Page 6.

Page ____________ of ____________

Committee Name: ____ Filing Due Date: ____/____/____

EXTRA SECTION N EXPENDITURES PAGE(S)

N. Expenditures 1 (Paid by Committee)	2	3	4	5	6	7	8
Name, Address of Payee	Purpose of Expenditure (by Code)	Secondary Payee Amount (if any)	Candidate(s) supported or opposed (if applicable)	☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed	Check Number	Date (MM/DD/YYYY)	Amount
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			
				☐ In-Kind Cntrb. ☐ Ind. Exp. ☐ Reimb. Claimed			

Subtotal Section N - This Page $

EXPENDITURE CODE DEFINITIONS AND USES

A. ADVERTISING. Use "A" for expenditures associated with the cost of radio, television, newspaper, magazine and outdoor advertising such as the rental of billboard space, or property rental for placement of yard signs, etc. This should be distinguished from the cost of printing lawn or yard signs or graphic design services for the layout, preparation or design of advertising which would be coded either as "PR" (PRINTING), or "PC" for PROFESSIONAL CONSULTING SERVICES, as the case may be (see explanation of these codes below).

B. BANK, USE "B" for payments made for bank charges including check printing fees; but not for a repayment on a bank loan. Use "L" for repayments on a loan.

C. CONTRIBUTIONS TO OTHER COMMITTEES. Use "C" for contributions made directly to another committee or another candidate, other than a payment for services or reimbursement for shared expense. Use "RC" for reimbursements to other committees or other candidates for shared expenses or "P" for Payments to other Committees for Services (see below).

CC CREDIT CARD PAYMENTS. Use "CC" for payments made to credit card companies used by the committee. Following completion of all of the information contained in this horizontal row, go immediately to the next and succeeding horizontal row or rows and follow the instructions for a secondary payee "SP" with respect to those vendors and other entities paid by the credit card company as set forth on the most recent credit card billing invoice to the committee.

CP CAMPAIGN PARAPHERNALIA. USE "CP" for costs for producing items to be sold or given away by committee, such as pins, hats, bumper stickers, tee shirts, etc.

CH CHARITY. USE "CH" for contributions by a party committee or ongoing political committee to a charitable organization which is tax-exempt under Section 501(c) of the Internal Revenue Code.

F FUNDRAISING EVENTS. Use "F" for expenditures associated with holding a fundraiser, including payments to restaurants, hotels, caterers, food and beverage vendors, entertainers and speakers. That subcategory of fundraising expense dealing with the printing of a fundraising solicitation letter or program book etc. should be coded as "PR" (PRINTING).

FG FOOD & GIFTS. Use "FG" for expenditures for food, beverage or gifts for campaign or committee workers. See limits in Sec. 9-333i(g), CGS.

G GENERAL OPERATION AND OVERHEAD. Use "G" for general campaign operating expenses and overhead, including headquarters rental, insurance, utilities, purchased office supplies, voting lists, expenses for telephone, subscriptions, purchase or rental of office equipment and furniture and maintenance and repair of same, and similar overhead operating expenses.

I INAUGURALS. Use "I" for expenditures relating to an elected candidate's inauguration made by that elected candidate's candidate committee.

L LOAN. Use "L" for repayments made on a loan, whether payment of principal, or interest, or both.

P PAYMENT TO OTHER COMMITTEES FOR SERVICES. Use "P" for payments by a committee to another committee which are neither contributions or reimbursements, but are for services rendered (i.e., ad book purchases, purchases or mailing list, etc.).

PC PROFESSIONAL CONSULTANTS. Use "PC" for salaries, fees, and commissions paid professional consultants, including attorneys, accountants, advertising and similar professionals. If the payment to the professional consultant includes known charges which the professional consultant has already made or will make to a secondary payee, that is to another vendor (such as a pollster or commercial advertiser), following completion of all of the information contained in this horizontal row, go immediately next and succeeding horizontal row (s) and follow the instructions for a secondary payee "SP" (see below).

PO POSTAGE. Use "PO" for expenditures for stamps, postage, bulk mail permits, post office boxes, United Parcel Service, Federal Express, and direct mail services (postage only). This should be distinguished from the printing costs or the cost of the layout, preparation or design of the item being mailed, which would be coded either as "PR" (PRINTING) or "PC" (PROFESSIONAL CONSULTING SERVICES) as the case may be (see explanation of these codes herein).

PR PRINTING. Use "PR" for expenditures associated with the costs for printing and reproducing campaign literature, stationery, invitations, and the like. These expenditures may include photocopy costs when billed to the campaign by a vendor (photocopy costs borne by committee through reproduction made at headquarters would be codes as "G" for General Operation and Overhead)

RC REIMBURSEMENT TO OTHER COMMITTEES. Use "RC" for reimbursements to Other committees for shared expenses.

RW REIMBURSEMENTS TO COMMITTEE WORKERS OR THE COMMITTEE'S SPONSORED CANDIDATE. Use "RW" for reimbursements to committee workers (all committees) or to the committee's sponsored candidate (applicable only to the candidate or exploratory committees). Because vendors' invoices or cash register receipts must be submitted with any reimbursement request, following completion of all of the information contained in the horizontal row applicable to this expenditure to the individual being reimbursed, go immediately to the next horizontal row or rows and follow the instructions for a secondary payee "SP" (see below). Note that candidates have special reporting requirements to their treasurers for campaign expenses paid by the candidate (see Sec. 9-333i (k), C.G.S. for these requirements).

S SURVEYS AND POLLS. Use "S" for expenditures associated with the design or production of any poll, report on election trends, voter survey, telemarketing, telephone banks, etc.

SD SURPLUS DISTRIBUTION. Use "SD" for expenditures which are distributions of surplus in connection with the termination and dissolution of a candidate or exploratory committee.

SP-SECONDARY PAYEE OR BENEFICIARY. Use "SP-" as a coded purpose for an expenditure whenever the reported expenditure to the primary or principal payee is known to include charges which the primary payee has already paid or will pay directly to another person, vendor or entity. This will typically arise in the context of reimbursements to campaign workers or candidates ("RW"), payments to credit card companies ("CC"), or payments to professional consultants ("PC") where invoices were received from the primary payee which indicated charges paid or to be paid by such principals to secondary vendors. Immediately following the horizontal row where the report of this expenditure to the primary payee is made, on the next succeeding line or lines, complete the name and address of the secondary payee followed by the expenditure code "SP-" (including the dash "-") followed by the coded purpose of the payment (if known) which the primary payee made to the secondary payee. For example, if a professional consultant made a payment to the *Hartford Courant* for a full page ad, the *Hartford Courant*, Broad St., Hartford will be set forth in the name & address column and the purpose of expenditure column will be "SP-A" (reflecting the fact that a payment was made by the professional consulting firm to the Hartford Courant for an advertisement). Note that only the secondary amounts will be filled in (reflecting the amount that the primary payee paid the secondary payee) and that the Amount Column on the right hand side will be left completely blank whenever the Purpose of the expenditure by code column is "SP-." Also, if the purpose of the secondary payment is not known, the coded purpose should be reported only as "SP." Lastly, for payments to credit card companies, each charge invoiced by the credit company should be reflected as a secondary payment by name and address of the secondary payee irrespective of the size of the secondary amount. However, for secondary payments arising in other contexts, such as payments to professional consultants or reimbursements to committee workers or candidates, secondary payments of amounts of $100.00 or less do not have to be reported in this manner, provided of course that the primary payment is fully reported (as must always be the case).

T TRAVEL LODGING & MEALS. Use "T" for expenditures made for authorized travel of committee workers or the candidate (candidate or exploratory committees), such as vehicle expenses, gasoline, lodging and meals.

W WAGES, SALARIES, BENEFITS. Use "W" for expenditures associated with compensation paid to in-house staff. Professionals who are paid for outside consulting services are expenditures which should be coded as "PC" (PROFESSIONAL CONSULTING SERVICES).

M MISCELLANEOUS. Use this category for an expenditure only when it does not fit within any of the previous categories. Specify purpose when over $100 dollars.